



Homes and Community Renewal

Job Opportunities at New York State Homes and Community Renewal

Build a career while building a better community. Rewarding careers in Public Service start here!

SENIOR CONSTRUCTION MANAGER

(New York, NY)

New York State Homes and Community Renewal (HCR) is the State's affordable housing agency, with a mission to build, preserve, and protect affordable housing and increase homeownership throughout New York State.

Under the leadership of Governor Kathy Hochul and Commissioner RuthAnne Visnauskas, **HCR** is a vibrant, innovative agency that integrates and leverages New York State's housing resources. We have offices in New York City, Albany, Buffalo and Syracuse, and employ a diverse workforce of professionals who are hard-working and committed to serving low and moderate income families. Our mission is far reaching, encompassing single and multifamily housing finance, home improvement, rent regulation, housing subsidies, and community development. We partner regularly with a variety of public and private stakeholders.

Achieving this mission requires a wide range of skills and backgrounds in public policy, administration, real estate, architecture, finance, law and many other areas of expertise. We seek to provide a workplace environment that is productive, flexible, accountable, ethical and caring. Our employees are empowered to make a difference where they live and work. We offer competitive pay and a comprehensive benefits package, including paid leave, health, dental, vision, retirement and family-friendly policies.

The Office of Multi-family Finance & Development manages **HCR's** multi-family and single-family housing programs and bond offerings. HCR has been the most active housing bond issuer in the country over the past four years, funding initiatives ranging in scope from mixed income rental developments to single family mortgages. The Office actively engages with a range of partners including for-profit and not for profit borrowers, municipalities, lenders, investors and other funding entities to leverage the State's Low Income Housing Tax Credits, tax exempt bonds, single family lending programs, and State funded programs. The Office is also responsible for implementing many of the initiatives under the State's unprecedented 5-year, \$20 billion Homelessness and Housing Plan to create or preserve more than 100,000 affordable homes and 6,000 supportive homes for New Yorkers.

HCR's Design, Construction & Environmental Unit is responsible for the architectural, environmental, and construction oversight of projects funded through various HCR financing program. This oversight involves environmental and architectural reviews of projects seeking funding from, and subsequently funded by HCR, as well as the implementation of HCR Design Guidelines to ensure affordable housing projects financed by HCR address appropriate standards of safety, functionality, efficiency, and durability. The unit also monitors construction to ensure that all construction schedules and approved plans are properly executed on funded projects. Additionally, the unit provides support to projects who want to make capital improvements within HCR's Office of Housing Preservation portfolio.



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Job Description:

Senior Construction Managers are primarily responsible for construction oversight on projects that have been funded by the Agency. Site visits to various projects will typically be conducted four days per week and each project may be under construction for two years or more.

Relevant Duties:

- Participate in on-site construction meetings, including pre-construction “kick-off” meetings, construction progress meetings and close-out meetings at construction completion.
- Monitor the progress and quality of all phases of construction, including: site work, building construction, the structural frame, mechanical and plumbing systems, electrical systems, life safety systems and finish work.
- Interpret the construction documents (plans and specifications) for compliance with Agency standards.
- Evaluate the building contractor’s construction schedule.
- Determine if the current progress of construction complies with Agency criteria.
- Determine if a project is experiencing deficiencies significant enough to result in inferior work, or ultimately lead to a financial failure of the project.
- Review “shop drawings,” product data and other submittals issued by the builder for compliance with Agency standards.
- Review construction change orders for compliance with the builder’s contract requirements and Agency criteria.
- Work with HCR Architects to verify compliance with applicable building codes. Typically: fire safety, emergency egress, accessibility, energy efficiency and related concerns.
- Work with HCR Architects to verify compliance with various energy efficiency programs, including system installations and proper performance testing.
- Prepare lists of incomplete or deficient work (punch lists) performed at the construction site.
- Prepare construction reports summarizing the conditions observed at each construction site visit.
- Professionally represent the agency in the field and office settings.

This job description is not intended to be all inclusive, and employee will also perform reasonable related business duties as assigned. The primary working location will be NYC, but travel to other locations in New York State will be required.

Minimum Qualifications:

- An Associate's degree in engineering, engineering technology, architecture, architectural technology, or construction technology preferred AND at least three years of *qualifying experience* as described below OR, a National Certification in any Housing or Construction industry title with at least five years of *qualifying experience* as described below. Degrees must have been awarded by a regionally accredited college or university or one recognized by the NYS Education



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Department as following acceptable educational practices. Independent verification of equivalency must be provided for degrees awarded by an educational institution outside the United States and its territories.

- ***Qualifying experience:*** Experience assisting in the management of multi-trade construction projects from inception to completion to include cost estimating, construction planning and scheduling; contract document reading and interpretation, including agreement and conditions, plans and specifications; and construction inspection to ensure compliance with building codes for construction projects.
- Proficient use of standard business software applications such as Microsoft Outlook, Word, excel along with good writing and reporting skills are preferred.

What we offer:

- Extensive benefits package including paid leave, excellent health, dental, vision and retirement benefits;
- Promotional opportunity for dedicated professionals.

All internal SONYMA/HFA/AHC employees(only) are directed to apply via
internalcandidates@hcr.ny.gov

Please Include your name in the subject line

[TO APPLY, CLICK HERE](#)

Applicants must include resume and cover letter

New York State is an Equal Opportunity Employer
(EOE)